



## Paul J. Gains Mahoning County Prosecuting Attorney

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For Immediate Release.

The Mahoning County Prosecuting Attorney is seeking a **Full-Time** assistant prosecuting attorney for the **County Courts Division**. 2-5 years of criminal prosecution experience preferred.

Requirements for the position include: licensed to practice law in the State of Ohio, excellent research and writing abilities, good communication and interpersonal skills, a strong sense of professional accountability, strong work ethic, and impeccable integrity. Individuals must also be able to pass a criminal background check through the Ohio Bureau of Criminal Investigation & Identification and the Federal Bureau of Investigation.

Duties and responsibilities for the county courts prosecutor include, but are not limited to: attending court proceedings, as necessary, to prosecute and dispose of misdemeanor cases; preparing misdemeanor cases for pretrial and trial; conducting misdemeanor trials; preparing felony cases for preliminary hearings; conducting felony preliminary hearings; conducting plea negotiations; performing legal research; analyze legal issues; prepare and review legal documents, reports, and correspondence; research and draft motions and memoranda in response; interview witnesses, victims, and law enforcement officials.

In addition, the county courts prosecutor must be available to service the four area county courts (Boardman, Austintown, Canfield, and Sebring) during each court's regularly scheduled court hours, which includes both day and evening hours.

Starting salary is \$57,800 but commensurate with experience. Full-time employees are eligible for a comprehensive benefits package including medical insurance, benefit leave, paid holidays, and retirement benefits through the Ohio Public Employees Retirement System.

Please submit the following: (1) Cover Letter; (2) Resume; (3) Writing Sample; and (4) Mahoning County Prosecutor's Office Employment Application (download at <https://prosecutor.mahoningcountyoh.gov/about/employment/>) to Mahoning County Prosecuting Attorney, 21 W. Boardman Street, 6<sup>th</sup> Floor, Youngstown, OH 44503, or via email at [prosecutor@mahoningcountyoh.gov](mailto:prosecutor@mahoningcountyoh.gov). Resumes will be accepted until the position is filled.

The Mahoning County Prosecuting Attorney's Office is an Equal Opportunity Employer.